



Austin Fire Fighters Relief and Retirement Fund
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MINUTES
AUSTIN FIREFIGHTERS RELIEF AND RETIREMENT FUND BOARD OF TRUSTEES MEETING
MONDAY, APRIL 27, 2020 AT 9:00 AM

Board Members Present

Keith Johnson, Vice-Chair
Belinda Weaver, Treasurer
Jeremy Burke, Trustee
Brad Landi, Trustee
Bill Stefka, Administrator
Linda Adney, Admin. Asst.
Premal Amin, Asst. Administrator
Kendall Twomey, Admin. Asst.

Consultants Present

Chuck Campbell, JW
Alyca Garrison, JW
Leo Festino, Meketa
Aaron Lally, Meketa
Drew Ballard, Foster&Foster
Brad Heinrich, Foster&Foster

Community Members Present

Jan Wesson
Unidentified attendees

Vice-Chair Keith Johnson called the meeting to order at 9:10 a.m.

I. Minutes of the regular meeting on March 30, 2020

Jeremy Burke requested to amend the “community members present list” to include “unidentified members” who may call in without introduction. With the amendment, a motion was made by Belinda Weaver to approve the minutes of the March 30, 2020 meeting. Jeremy Burke seconded the motion. The motion passed unanimously.

II. Service retirement benefits for five applicants

After review of the benefit information, a motion was made by Jeremy Burke to approve benefits as listed for the five applicants. The motion was seconded by Brad Landi. The motion passed unanimously.

III. Sick leave pay for Pension employee

This agenda item was requested by Jeremy Burke in recognition of the 24 years of service that Linda Adney had served for the pension fund; and who is retiring April 30th. After some discussion, Belinda Weaver made a motion, in the effort of time, to table agenda item 3 until later in the meeting for further discussion. Keith Johnson seconded the motion. With Belinda Weaver, Brad Landi, and Keith Johnson voting “aye”, and Jeremy Burke voting “nay”, agenda item 3 was moved to be taken up later in the meeting.

IV. Third reading of Governance Policy

Chuck Campbell reviewed the Governance Policy. Premal Amin noted no comments or input from membership has been received since the second reading were made and this satisfies the third reading as required by our Fund Rules. Jeremy Burke made a motion to approve the Governance Policy. Belinda Weaver seconded the motion. The motion passed unanimously.

V. Meketa SB322 plan policy response

Mr. Lally and Mr. Festino from Meketa, the Fund's investment consultant, presented their Investment Practices & Performance Report addressing the SB322 reporting requirements to the Texas Pension Review Board (PRB). After some discussion, Jeremy Burke made a motion to approve the SB322 report as presented and to send it to the PRB and work toward implementing some of the recommendations. Belinda Weaver seconded the motion. The motion passed unanimously.

VI. Experience Study by Foster & Foster

Mr. Heinrichs and Mr. Ballard presented the plan's Actuarial Experience Study. This study is to gauge whether key actuarial assumptions are on target; and what impact certain changes, if implemented, may have on the Fund. Mr. Heinrichs noted that due to the healthy status of the plan, several key changes could be made with minimal net added liability to the Fund. After lengthy discussion, a motion was made by Jeremy Burke to lower the plan's assumed rate of return from 7.70% to 7.50%, the inflation rate from 2.75% to 2.5%, and the payroll growth rate from 3.5% to 2.0%; and that the forthcoming 2019 actuarial study include these newly adopted changes. A motion was seconded by Belinda Weaver. The motion passed unanimously.

III. Sick Leave pay for pension employee (Continued Per Above)

At this time public commentary was requested by retiree Jan Wesson. Ms. Wesson asked the Board to consider supporting agenda item 3 as Linda Adney has gone above and beyond for the pension plan and has been a great employee.

Discussion now continued on agenda item 3. Jeremy Burke noted Linda Adney was part of a 2 person office for over 20 years and that many unused sick leave hours can build up with limited staff needing to man the office. Keith Johnson expressed his concern of granting sick leave hours to employees that conflict with what the personnel policy allows. Belinda Weaver mentioned she has the same concerns that Mr. Johnson has regarding approving any additional hours. Jeremy Burke made the following motion: Whereas, regular employees who have been continuously employed by the City since before October 1, 1986 and leave the service of the City in good standing shall be paid for accrued sick leave as detailed in Appendix A (see attachment). Whereas, Austin Firefighter Relief and Retirement Fund employees never were part of Service Incentive Pay, compensation provided to recognize the value of longevity in service. Whereas, some employees of the City of Austin are able to be paid for their sick leave accruals I so move to pay Linda Adney the maximum accrued balance of 720 hours of her unused Sick Leave. Brad Landi seconded the motion. With Mr. Burke and Landi voting "aye", and Mr. Johnson and Ms. Weaver voting "nay"; the motion failed.

VII. Roadmap for future meetings

Premal Amin presented the Roadmap to the Board which includes current and future topics and projects. Possible statute changes continue to be discussed; such as including the pension office employees as plan participants which may be part of a legislative bill. There will also be an update on the plan's disability retirees' status, at a future meeting.

VIII. Financial statements, transaction, and fund expense reports

Premal Amin presented the March 2020 financial statements, transaction, and fund expense reports. No motion was necessary.

IX. Call for future items

Future agenda items for discussion will be legislative changes, the negative economic impact plan, and the Personnel Policy.

At this time Bill Stefka thanked Linda Adney for everything she has done for the pension fund over the past 24 years. Bill mentioned a real celebration will take place when things get somewhat back to normal. Fellow staff members and each trustee, all individually, expressed their heart-felt appreciation to Linda for everything she has done and wished her well during her "retirement".

Motion to adjourn was made by Belinda Weaver. With a second from Brad Landi, the meeting adjourned at 1:17 pm.

Board Members

Mayor Steve Adler, Chair
Keith Johnson, Vice-Chair
Belinda Weaver, Treasurer
Jeremy Burke, Trustee
Brad Landi, Trustee

Appendix A: Leave Maximums for City Employees

Effective FY 2010-2011

Employee Group	Leave Maximums	Vacation Hours	Sick Leave Hours
Executive	Maximum Balance	400	Unlimited
	Max Paid at Separation	240	720*
Regular Non-Civil Service	Maximum Balance	400	Unlimited
	Max Paid at Separation	240	720*
Regular EMS 48 Hours per Week	Maximum Balance	515	Unlimited
	Max Paid at Separation	309	926*
Regular EMS 42 Hours per Week	Maximum Balance	445	Unlimited
	Max Paid at Separation	270	756*
Regular EMS 40 Hours per Week	Maximum Balance	400	Unlimited
	Max Paid at Separation	240	720*

Note: Vacation leave and sick leave are accrued 24 pay periods in the calendar year.

* Sick leave is paid to employees on separation if they were hired before 10/01/86, and have been continuously employed since.

Leave accruals for EMS employees were amended through the Meet & Confer Agreement between the City of Austin and the Austin/Travis County EMS Employees Association on October 1, 2008

See also: Appendix A: Leave Accrual for City Employees (related chart)